

MINUTES OF THE QUINCY HOUSING AUTHORITY
REGULAR BOARD MEETING

The Regular Board Meeting of the Quincy Housing Authority was duly called and held on Wednesday, May 15, 2019 at 5:00 p.m. at 80 Clay Street, Quincy, MA 02170 and upon a call of the roll, the following Officers were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Scott Campbell	None
Brian Clifford	
Mary Ann Morris	
Josephine Shea	
Michael Flaherty	

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director

Approval of Minutes of the April 17, 2019 Annual Board Meeting

Commissioner Morris made a motion, seconded by Commissioner Campbell, to approve the Minutes of the April 17, 2019 Annual Board Meeting. Commissioner Shea abstained from this vote. Commissioners' Campbell, Clifford, Morris and Flaherty voted to approve the minutes as presented.

Harborview Residents' Committee, Inc.

There was no one present this evening from HRCI.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta addressed the Board and stated that everything is going well and the tenants are happy.

Award to Lori Schilling for Employee of the Quarter

Mr. Marathas presented Lori Schilling with an employee of the quarter award.. Mr. Marathas said that Ms. Schilling is the tenant selector and works diligently to make sure apartments are leased up in a timely manner and our vacancy rates remain low.

The Commissioners all congratulated Ms. Schilling on all of her hard work.

Finance/Leased Housing

Ms. McAuliffe addressed the Board and stated that the March financials are complete and are included with the Board package. Both the federal and state programs are performing as

expected. The losses in the federal buildings due to REAC costs are leveling out with Drohan showing the sharpest impact.

The State consolidated program is showing a loss due to a number of reimbursable construction projects for those buildings that are running through the operating accounts.

Ms. McAuliffe reported that the QHA closed on \$4.5 million in bonds on May 1st. The proceeds were used to pay down our existing bond debt and generated \$2.8 million in new money for projects on the federal buildings which include upgrades to the elevators at Pagnano Towers and O'Brien Towers.

Leased Housing

Ms. McAuliffe reported that we have received notice from MassNahro that the Section 8 Centralized wait list will be moving to a new platform – goSection8. GoSection8 is currently used by many housing authorities, included QHA, to help determine if the rent a landlord is asking for is reasonable for a unit.

Ms. McAuliffe reported that the issuance of sixty new vouchers in in process for the Fenno house. The owners have concluded their rent analysis and on May 2nd submitted a request to establish rent.

The Leased Housing staff has successfully completed sixty rent re-certifications at the Fenno Housie.

The Landlord payroll conversion is moving forward without any major issues or landlord complaints.

Maintenance/Mod

Commissioner Campbell made a motion, seconded by Commissioner Shea, to award and authorize the Contract Officer to execute a contract to Richard D'Ambrosia, Inc. for the construction of a new dumpster pad at the rear of Sawyer Towers. QHA solicited three (3) site contractors and Richard D'Ambrosia was the only contractor to submit a proposal. The contract is in the amount of \$16,000.00. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Shea, to award and authorize the Contract Officer to execute a contract to the lowest responsible bidder for the Installation of a new video surveillance system at Tobin Towers. The Bids are due on May 16, 2019. The estimated construction cost is \$75,000.00. The source of funding for this project is a State Earmark in the amount of \$75,000.00. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Clifford, to approve the Certificate of Substantial Completion for Avatar Construction Inc. for the Accessibility Modifications at, 93 Curtis Ave., 689-4. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Morris, to approve the Certificate of Final Completion for Village Forge, Inc. for the Laundry Room Relocation at, Tobin Towers. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve final Payment to Village Forge, Inc. for the Laundry Room Relocation at, Tobin Towers. The final Payment is in the amount of \$8,460.23. The source of funds is DHCD HILAPP funds. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Clifford, to approve Change Order No. 2 to the contract of Avatar Construction, Inc. for the Accessibility Modifications at, 93 Curtis Ave., 689-4. Change Order No. 2 will result in an increase to the contract amount of \$2,685.01 with no increase in contract time. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to approve the Certificate of Substantial Completion for DDC Construction Inc. for the Accessible Unit Conversion at Sawyer Towers. The motion passed unanimously.

Mr. Marathas stated that the next item on the agenda is involving the outstanding pension charges. The authority has met with the pension board regarding the outstanding debt that has been accumulating for the past fifteen years and after several meetings, Mr. Marathas feels that the authority should pay the outstanding charges and further stated that due to the savings made over the past couple of years the authority is in a position to pay this debt. Chairman Flaherty stated that a few years ago this would have never been possible and commended Mr. Marathas and the staff for their management of the authority and for the changes that have been made affording the Authority the ability to make this payment.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to authorize the Executive Director to pay the outstanding pension charges as negotiated with the City of Quincy. The outstanding charges amount to \$4,600,000.00. The motion passed unanimously.

Support Services/Tenant Services/Leased Housing

Ms. Crossley handed the Board her written report as she was not in on Friday, and therefore, her report did not get distributed in the board packages.

Ms. Crossley reported that there are thirty five participants in the family self-sufficiency program, Thirty two are section 8 participants and another three are public housing residents.

Executive Director's Report

Mr. Marathas reported on the following in progress items:

Richard Wakhweya is doing an excellent job with the annual inspections. Approximately 78% of state units have been inspected and work orders completed and federal units are complete.

Application to DHCD for mixed finance project at 80 Clay Street is in review. The Authority will be able to keep monies that will be generated from this project.

A request from the tenants at Pagnano Towers has been made for benches and is in progress.

The Palmer street rotary project is underway.

The new playgrounds at Taffrail Road and Riverview are in progress and are scheduled to open June of 2019.

The bid and installation of an adult health care center at O'Brien Towers is underway as well as a rental agreement of the community area.

We are currently in the process of completing the application for the RAD conversation.

Operation Able has been providing us with greeters for our elderly high rise buildings and we are in negotiations with Operation Able for the rental of office space in the community room at Tobin Towers.

The bond funding will be provided elevator upgrades at O'Brien Towers, Pagnano Towers, and handicap accessible units at O'Brien Towers and balcony improvements at O'Brien Towers as well as parking lot improvement at O'Brien Towers.

A new fence is currently being installed at Tobin Towers.

Friday June 7th the Authority will be cleaning the beaches in the Germantown section of Quincy. The office will be closed. The cleaning will take place from 8:00 a.m. to 1:00 p.m. and lunch will be provided for employees at the end of the day.

Commissioner Clifford made a motion, seconded by Commissioner Morris, to adjourn. The motion passed unanimously and the meeting adjourned at 6:02 p.m.